

# **STATEMENT OF AUTHORITY OF BOARD OF HEALTH SUBCOMMITTEE NEVADA AIDS ADVISORY TASK FORCE**

## **Section I – Name**

The name of this organization shall be the Nevada Statewide AIDS Advisory Task Force, hereinafter referred to as the “State AIDS Task Force.”

## **Section II – Authority**

The State AIDS Task Force is an appointive subcommittee under the auspices of the State Board of Health. Its recommendations are advisory only and reported to the Health Division of the Department of Health and Human Services, the State Board of Health, and the Governor.

## **Section III – Mission**

The mission of the State AIDS Task Force shall be:

- A) To advise the Governor, State Board of Health, and the State Health Division of recommended policies related to HIV/AIDS infection.
- B) To serve in an advisory capacity to other public and private agencies within the state on issues related to HIV/AIDS infection.

## **Section IV – Members**

Subsection A. Composition. Members of the State AIDS Task Force shall be appointed by the State Board of Health and may include, but not restricted to:

- 1) Three members’ representative from any of the fields of physicians, nursing, pharmacy, dentistry, counseling and/or health care facilities.

- 2) Two representatives from public health.
- 3) Three members representing one of the highly impacted groups, and/or agencies serving them.
- 4) Two persons with HIV/AIDS.
- 5) Two representatives from business community/public.
- 6) Two representatives from county coalitions/planning bodies.

Subsection B. Ex officio Member. The following shall be ex officio members of the  
AIDS Advisory Task Force:

- 1) The Health Division's HIV/AIDS Program Manager shall serve as secretary to the Task Force.

The other ex officio members shall include:

- 2) Member of the State Board of Health.
- 3) State Health Officer.
- 4) Health Officers of Clark County.
- 5) Health Officer of Washoe County.
- 6) AIDS Coordinator, Clark County
- 7) AIDS Coordinator, Washoe County District
- 8) Representative from Division of Health Care Financing and Policy.
- 8) Representative from Bureau of Alcohol and Drug Abuse.
- 9) Representative from Department of Mental Health and Developmental Services.
- 10) Superintendent of Public Instruction, or designee.

- 11) State Legislature or Assemblyman.
- 12) A representative from the news media.
- 13) Representative from Department of Corrections.
- 14) A research academic from the community on HIV.

Subsection C. Alternate Member. Should a member be unable to attend a meeting, he/she may designate a representative to attend in his/her place who shall have all the rights and privileges of the member while acting on his/her behalf.

Subsection D. Terms of Appointment. Members shall serve a term of two years or until their successors are appointed, with the exception of the State Health Officer and health officers of Clark and Washoe counties, who shall have no term limitation. Members may serve more than two consecutive terms in any membership category listed in Subsection A.

Subsection E. Compensation. Each member of the State AIDS Task Force is entitled to receive compensation for expenses related to travel and per diem at State rates.

Subsection F. Staffing. Staff to the State AIDS Task Force will be provided by the State Health Division for purposes of secretarial, legal, and research needs within the availability of the Division's resources.

Subsection G. Voting. Only members of the State AIDS Task Force identified in Section IV, Subsection A, shall be entitled to one vote on all business requiring action by the State AIDS Task Force.

Subsection H. Termination. Members who are absent from two consecutive meetings, and who do not notify the Chairman or Secretary in advance of their expected absence or send an alternate, shall be terminated from the Task Force membership.

## **Section V – Officers**

Subsection A. Composition. There shall be the following officers on the State AIDS Task Force: Chairman, Vice-Chairman.

Subsection B. Duties of Officer.

(a) Chairman. The State Board of Health shall appoint the Chairman. The Chairman shall, in this office, represent the State Board of Health in conducting the business of the State AIDS Task Force. The Chairman shall regularly report the activities and recommendations of the State AIDS Task Force to the State Board of Health. The Chairman shall have such powers and duties as may be assigned by the State AIDS Task Force and/or the State Board of Health.

(b) Vice-Chairman. The Vice-Chairman shall be elected by the voting membership of the State AIDS Task Force. The Vice-Chairman shall act for and on behalf of the chairman in all cases of his absences and shall perform such other duties as may be assigned by the State AIDS Task Force and/or the State Board of Health.

(c) The Chairman and Vice-Chairman may serve two years or until successors are appointed/elected.

## **Section VI – Meetings**

Subsection A. Regular. The State AIDS Task Force shall meet regularly at least once every six months, but not more than quarterly. The meetings shall be held at a time, date, and place as ordered by the Chairman or upon a request of the majority of the State AIDS Task Force. Meetings may be conducted by videoconference, face-to-face, or if needed, by telephone conference. At least one meeting each year should be held face-to-face.

Subsection B. Special. Special meetings may be held upon the call of the Chair or a majority of the State AIDS Task Force, within the budgetary limitations of the State AIDS Task Force.

Subsection C. Annual. The final meeting in each calendar year shall be known as the annual meeting and shall include among its business the designation of new members appointed to the State AIDS Task Force, when appropriate.

Subsection D. Open Meeting Requirements. Meetings shall be conducted in accordance with NRS 241, known as “Nevada’s Open Meeting Law.”

## **Section VII – Committees**

Standing or special committees shall be appointed by the Chairman or members as the membership of the State AIDS Task Force shall deem necessary to carry on its work.

## **Section VIII – Parliamentary Authority**

The State AIDS Task Force Committee Rules of Order shall govern the functions of the State AIDS Task F